



WYOMING MENTAL HEALTH DIVISION

Children's Mental Health Waiver

Notice of Incident

INCIDENTS MUST BE REPORTED IMMEDIATELY AFTER TAKING ACTION TO ADDRESS YOUTH'S HEALTH AND SAFETY NEEDS.

Youth's Name: _____

Date of Incident: _____ Time of Incident: _____ AM / PM

Person Reporting: _____ Date of Report: _____

Description / Summary of Incident:

Actions Taken with Youth and/or Provider Immediately following Incident – Provide Information on Youth's Status

REPORT TO THE FOLLOWING:

Contact	Name of Person Contacted	Date Contacted	How Contacted Left message, Fax
Local Dept. of Family Services			
Protection & Advocacy	Address Fax to P&A		Fax (307)
Mental Health Division	Address Fax to Children's Mental Health Waiver		Fax (307)777-5580
Family Care Coordinator			

IF APPLICABLE, REPORT TO:

Child's Parent/Guardian/Family (if appropriate)			
Local Law Enforcement Agency – Report incident immediately if you think a crime may have been committed			

Form #: WM-4

Implementation Date: 7/1/06 Revision Date: None

DUTY TO REPORT: Per the Child Protection Services Act (W.S. 14-3-205), “Any person who knows of or has reasonable cause to believe or suspect a child has been abused or neglected or who observes any child being subjected to conditions or circumstances that would reasonably result in abuse or neglect shall immediately report it to the child protection agency or local law enforcement agency or cause a report to be made.”

SUSPECTED ABUSE/NEGLECT/ABANDONMENT

Suspected Abuse – Abuse means inflicting or causing physical or mental injury, harm or imminent danger to the physical or mental health or welfare of a child other than by accidental means, including abandonment, excessive or unreasonable corporal punishment, malnutrition or substantial risk thereof by reason of intentional or unintentional neglect, and the commission or allowing the commission of a sexual offense against a child as defined by law (W.S. 14-3-202).

Suspected Neglect – Neglect means a failure or refusal by those responsible for the child’s welfare to provide adequate care, food, clothing, safe shelter, maintenance, supervision, guidance, education or medical, surgical or any other care necessary for the child’s well-being (W.S. 14-3-202).

Suspected Abandonment – Abandonment means the child has been left without obvious behavioral, verbal, or written intentions of reclaiming the child (W.S. 14-3-202).

OTHER CRIMES

Forcible Rape – Includes rape and attempts to commit forcible rape.

Aggravated assault – Defined as an unlawful attack on a victim using a firearm, knife, or cutting instrument; other dangerous weapon; or hands, fist, feet, etc.

Police Involvement – Defined as any incident not falling into the categories about that resulted in police involvement with children receiving waiver services, including but not limited to arrests, questioning, police calls to the child’s home or service delivery site.

INJURY CAUSED BY RESTRAINTS

Manual or physical restraint – Any hands-on technique that involuntarily restricts the movement or function of a child or portion of a child’s body.

Chemical restraint – Any drug used to involuntarily restrict the movement or function of a child.

Mechanical restraint – Any devised use to control acute, episodic behavior that involuntarily restricts the movement or function of a child or portion of the child’s body.

OTHER CLASSIFICATIONS OF INCIDENTS

Serious Injury – An injury that requires professional medical treatment (hospitalization, fractures and wounds requiring stitches). Serious injuries are those that require treatment from a hospital or outside medical professional. Medical professionals include but are not limited to MDs, RNs, and LPNs.

Self-injurious Behaviors – Behaviors that the child/youth intentionally engage in that cause physical bodily harm. Behaviors may include: cutting/carving, scraping/scratching, branding/marking, burning/abrasions, biting/bruising, picking or pulling skin/hair, inserting sharp objects into body, or hitting. Tattoos and body piercing are not considered forms of self-injurious behaviors.

Hospitalization - admission to a medical facility or psychiatric facility for care and services.

Elopement – running away, leaving without permission, the place you are supposed to be

Medication Errors – Any preventable event that may cause or lead to inappropriate medication use or harm to a child while the medication is in the control of the child, family member, or other care provider.

Death